

Department/Service: Ivy Tech Community College NE

Job Type: Faculty - Paramedic Science

Location: Fort Wayne

Qualifications

A qualified faculty member in paramedic science meets all five of the following criteria:

- Possesses an earned baccalaureate or higher degree, from a regionally accredited institution, and
- Completed academic preparation appropriate to the program; and
- Holds an Indiana paramedic certification; and
- Holds an Indiana Department of Homeland Security Primary Instructor certification; and
- Has two years of directly related work experience.

Job Description

Instruction: Deliver assigned classes in accordance with college loading policy and course objectives. Develop and maintain course outlines, syllabi, lesson plans, assignments, tests, and other course materials. Maintain student records, attendance, grades, and other documentation as required. Maintain a safe, quality classroom/ lab, including equipment, supplies, inventory and maintenance.

Professional Development: Participates in professional development or other activities that may include in-services, courses, or seminars to advance instructional and technical skills as well as knowledge within the field of study.

Community Service: Participate in community service activities on behalf of the college to advance the college's relationships within its service area as appropriate for department/division.

Institutional Support: Provide institutional support as expected by college administration that may include curriculum development, classroom management, accreditation efforts, committee and task force assignments, attendance at commencement or other activities that are college-wide or specific to the division/department of the faculty member.

Advising: Provide student advising support as expected by college administration that may include assistance during pre-and regular registration periods and during posted office hours.

Program Management: Maintain office hours in accordance with the faculty loading guidelines in the Academic Policies and Procedures Manual (APPM). Support Program Chair in program management activities.

Other Functions: Assist in the recruitment of students. Develop community/industry contacts.
Tools/Equipment Needed: Must have strong working knowledge of current technologies appropriate to area of instruction. The above list of duties is not to be construed as an exhaustive list. Other duties logically associated with the position may be assigned.

Salary: \$43,510 - \$44,575 nine month contract pending credential evaluation

How to Apply: Apply online only. Visit <https://jobs.ivytech.edu> for complete information and online application process.

Posting 0609819

Ivy Tech Community College is an Affirmative Action – Equal Opportunity Employer

Application Deadline: open till filled